



Cheyenne Laramie County Public Health Board of Health

CLCPH Conference Room

Tuesday, December 19, 2023 @ Noon

Present:

Lorie Chesnut, DrPH, MPH, President
Sue Hume, MS, RN (ret.), Vice President
Dr. Tracie Caller, MD, MPH, Secretary
Gus Lopez, Member
Dr. Max Silver, DDS, Member

Staff Present:

Kathy Emmons, DMgt, Executive Director
Stan Hartman, MD, County Health Officer
Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director
Dalene Frantz, Director of Operation and Human Resources
Laura Malone, Director of Finance
Jennifer Escobedo, REHS, Director of Environmental Health

Guests Present:

Commissioner Troy Thompson, Ex Officio
City Councilman Jeff White, Ex Officio
Tammy Deisch, Laramie County Treasurer
Rebekha Dostal, Deputy County Attorney

President Chesnut called the meeting to order at 12:01 pm.

Consent Agenda: Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for December 2023, and minutes from the November 21, 2023, meeting. The contract was removed from the agenda and tabled until January pending review by the county attorney's office. Ms. Hume moved to accept the consent agenda with the removal of the contract, seconded by Mr. Lopez, the motion carried unanimously.

Treasurers Report for November 2023: Ms. Deisch reviewed the treasurer's report for November 2023, reviewing cash in the bank account, the cash flow, and the investment account balance. November's checking interest was not receipted in November but will be reflected on the December Treasurer's Report. After discussion, Mr. Lopez moved to accept the treasurer's report with Ms. Hume seconding the motion. The motion carried unanimously.



Financial Reports for November 2023: Ms. Malone presented the November Revenue and Expense report noting that the goal point for the 5th month of the year is 41-42%. Nursing is sitting higher at just about 59%. Environmental Health is right on target at 41%. Total revenue sits at 49.5% of the budget with payroll below budget at 39%. This is expected due to changes in staffing that occur throughout the year. Operating expenses are 39% of the budget. The net profit per the financial statement is \$443,705, after calculating the additional grants to be billed and the city/county overages, the Net Profit is \$326,970. It is to be noted that \$179,500 of this profit is due to the overage of 5th penny funds. After discussion, Mr. Lopez moved to accept the financial report with Ms. Hume seconding the motion. The motion carried unanimously.

Mental Health Moment: Dr. Chesnut discussed Blue Federal Credit Unions Family Resource Center, the Boost Center, with development beginning in late spring 2024. The Boost Center will serve the community by connecting people with local nonprofit resources. Dr. Emmons discussed the Wyoming Department of Health budget request presented to the Wyoming Legislature Joint Appropriations Committee. The 988 Suicide Hotline has helped flatten suicide rates in Wyoming. The Children's Mental Health Waiver was added to the one-time funding to keep the program active for another year. One concern of the Children's Mental Health Waiver program is finding providers in outlying rural areas in Wyoming.

Contracts and Agreements - NONE

Official Business:

- » Strategic Plan – Dr. Chesnut discussed the Strategic Plan which was handed out to the members. Dr. Chesnut discussed the different types of data collection including the Customer Satisfaction Survey, the Employee Satisfaction Survey, SWOT Analysis, and the Qualitative Interviews with our community partners. Dr. Chesnut also discussed the individual strategic priorities. Dr. Chesnut stated the strategic plan is an important piece of the accreditation work. Dr. Emmons discussed our project management software which helps track strategic priorities and activities and documents required for accreditation.

Information for the Board:

- » Dr. Emmons stated that Sarah, our Public Health Response Assistant and Outreach Coordinator has worked hard to update the information on our Facebook and Website pages.
- » Dr. Emmons discussed the Wyoming Department of Health budget hearing with the Wyoming Legislature Joint Appropriations Committee. A bill has been proposed that would provide additional funding for the independent public health counties (Natrona, Sweetwater , Teton and Laramie Counties), which would increase funds to Public Health Nursing in recognition of the fact that the state has not increased funding since we



became independent programs. This morning, the bill passed the Appropriations Committee.

Presentation:

Compensation, Turnover, Exit Interview Review for CY2023: Dr. Emmons and Ms. Frantz gave an update on the Compensation review including the compensation philosophy, the wage analysis review process for each employee and the compensation review results showing a proposed increase in FY2024 salaries of approximately \$62,000. If needed, these funds will be taken from the reserve account. After discussion, Ms. Hume moved to approve the market increase as presented, with Mr. Lopez seconding the motion. The motion carried unanimously. Ms. Frantz also presented information on the organization's turnover data for 2020-2023 and reviewed the Exit Interview Summary for CY2023.

With no further business, Dr. Chesnut adjourned the meeting at 1:18 p.m.